UNIVERSITY of **SOUTH FLORIDA**

PROJECT DRIVE
people-powered innovation

June Talking Points

Have questions, concerns, or feedback for the Project Drive team?
Please **complete this form**.

Find Answers Fast

This table of contents will help you answer questions your teammates and direct reports may be asking:

- **What is happening on the project?**
- **When will the new system go live?**
- **How will performance evaluations change in Oracle Cloud HCM?**
- **Will there be training? How will I know how to use the system?**
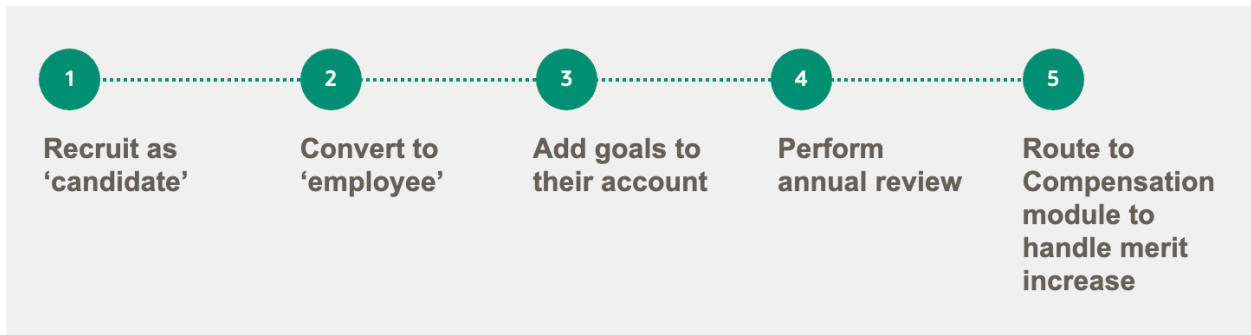
Project Updates

Project Drive Road Map

IN PROGRESS ACTIVITIES

PROCESS PLAYBACK 2 (PP2) / END-TO-END (E2E) TESTING

- ✓ Complete and Approve Remaining KDD
- ✓ Build Environment for Employee Life Cycle Demo
- ✓ Hold Employee Life Cycle Demo to Show E2E HR Processes As They Will Transact in the System
- ✓ Conduct PP2 with ~50% of Converted Data

05 Conduct E2E with ~75% of Converted Data

06 Oracle Guided Learning Guides in Progress

UPCOMING ACTIVITIES

USER ACCEPTANCE TESTING (UAT) / TRAINING

01 Prepare UAT

02 Conduct UAT with 100% of Converted Data

03 End User Training

04 Detailed Production Cutover Checklist

05 Finalize Production Support Plan & Help Desk Protocol

06 Cutover Plan and Go-Live Readiness Checklist Review
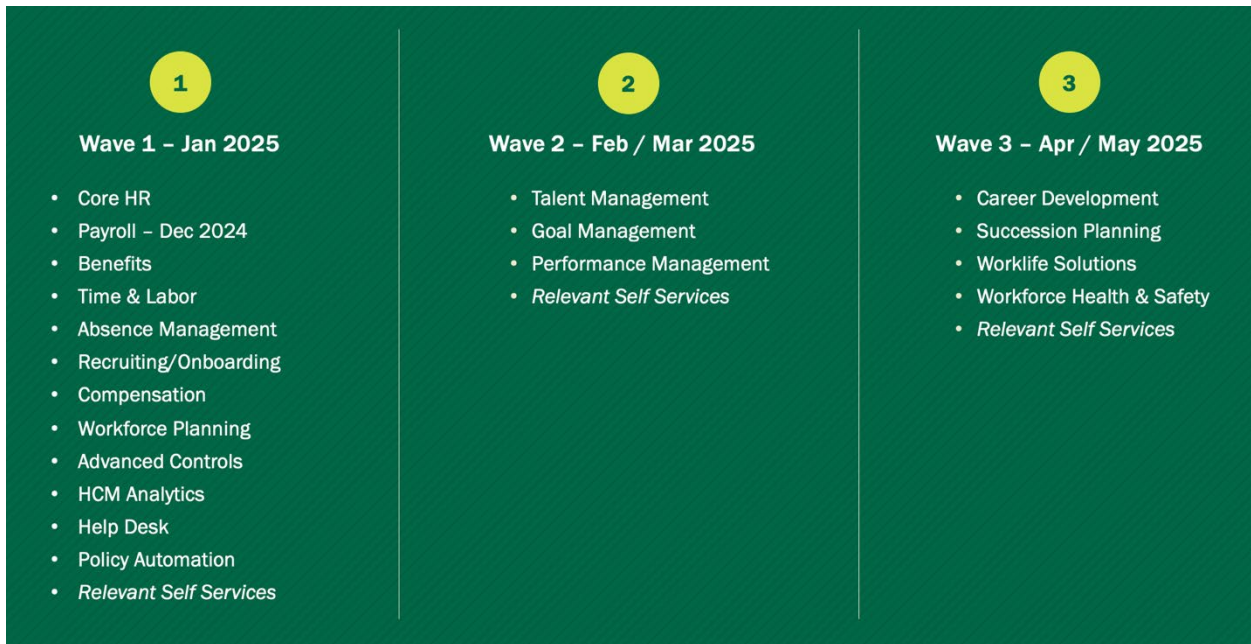
Recent Activities

The project team is currently wrapping final preparations for End-to-End (E2E) testing, which kicks off in July. These preparations involve building out Prototype 3 (P3) and its configurations, data conversions, integrations and reports.

A friendly reminder: E2E testing covers business processes from start to finish within our recently completed P2, across different Oracle Cloud HCM system modules (e.g., Recruiting, Compensation etc.) as we would complete them in our day-to-day work.

Below is an example of a Recruiting E2E scenario that the team will test. To be sure, the USF team will lead E2E testing sessions, including developing test scripts, preparing testers and executing the E2E tests themselves.

UNIVERSITY of SOUTH FLORIDA

PROJECT DRIVE
people-powered innovation

1 Recruit as 'candidate'	2 Convert to 'employee'	3 Add goals to their account	4 Perform annual review	5 Route to Compensation module to handle merit increase

E2E testing ensures the business processes like the one above transact as designed and that data integrity is preserved between the modules involved. **In addition, the Project Management Office (PMO) and Executive Leadership Team (ELT) have finalized which system modules will be going live under their grouped 'waves', beginning with Wave 1 Go Live in January 2025:**

1 Wave 1 – Jan 2025
- Core HR
- Payroll – Dec 2024
- Benefits
- Time & Labor
- Absence Management
- Recruiting/Onboarding
- Compensation
- Workforce Planning
- Advanced Controls
- HCM Analytics
- Help Desk
- Policy Automation
- *Relevant Self Services*

2 Wave 2 – Feb / Mar 2025
- Talent Management
- Goal Management
- Performance Management
- *Relevant Self Services*

3 Wave 3 – Apr / May 2025
- Career Development
- Succession Planning
- Worklife Solutions
- Workforce Health & Safety
- *Relevant Self Services*

See the FAQ at the bottom of this document for more information on E2E Testing.

Key accomplishments
- **Completed and gained ELT approval of all Process Playback 2 (PP2) activities!**

- Prepared for End-to-End (E2E) testing by starting the build of our third prototype (P3) of the new system

- Expanded amount of data conversions to provide USF with 25 years of former employee history

- Added Recruiting Booster module to our Oracle Cloud HCM solution to help USF accelerate hiring and build better relationships with candidates

- **Finalized Wave 1 Go-Live Date to January 2025, with Payroll system capabilities going live on December 20, 2024** (e.g., ready and able to clock time and absence information to calculate payroll)

Upcoming Change Management activities

- Delivered **Monthly Talking Points** for various audiences at USF

- Delivered **MOMENTUM**, the USF HR Practitioner Newsletter

- Developing outline for **ACCELERATE**, the USF Employee Newsletter

- Continuing to **capture and validate change impacts** as needed

- Developing the **Change Impact Executive Summary**

- Prepare **Change Readiness Survey** questions and invite details

- Delivered the June **Change Ambassador Network** meeting on June 26

Putting You in the Driver's Seat

Oracle Performance Management
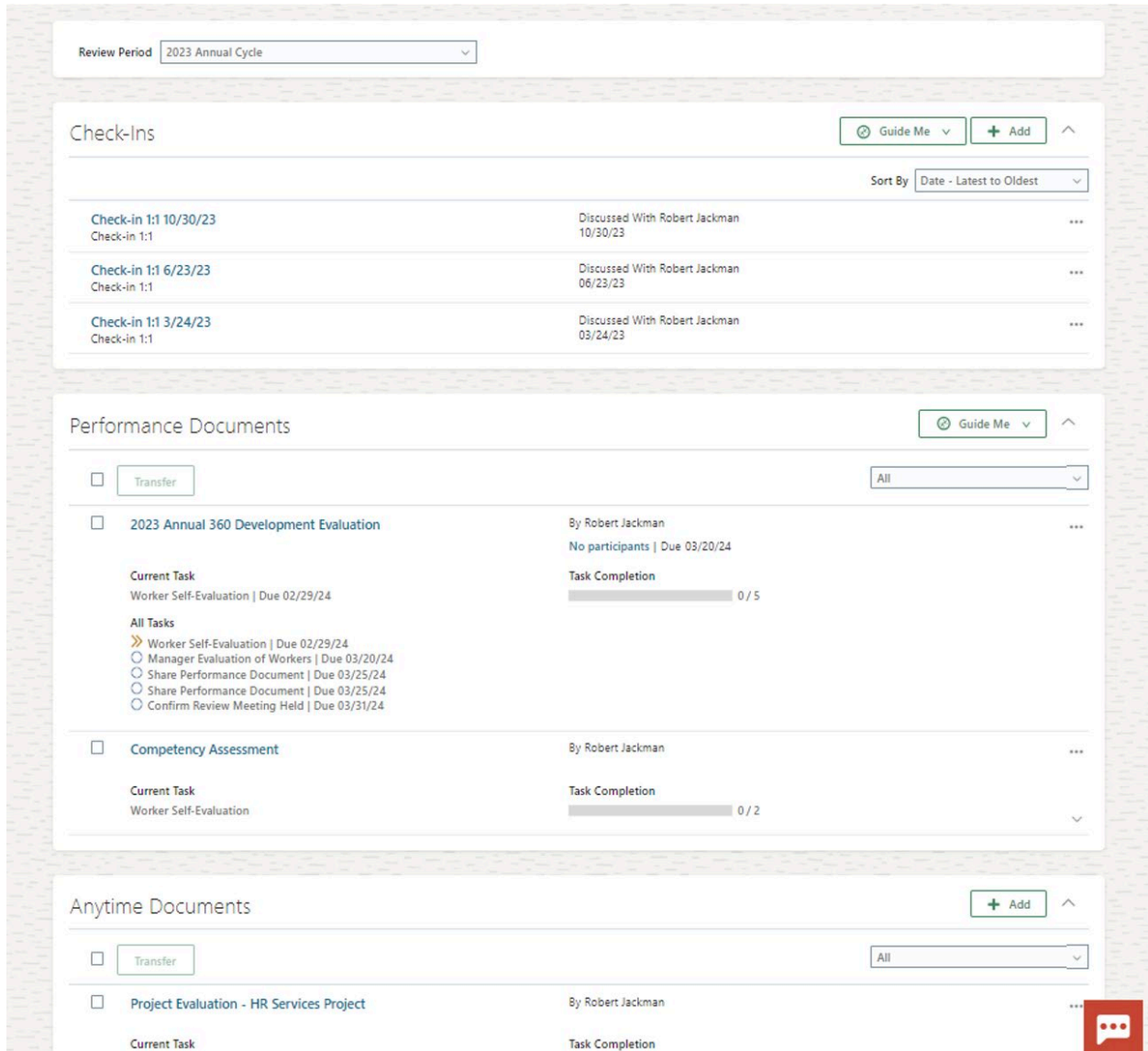
The image above represents a sample of the Oracle Cloud system. It does not represent the finalized system for USF.

Each month, we offer you a sneak peek of a different Oracle Cloud HCM module and how it will improve your day-to-day work. **We believe *people-powered innovation* is instrumental to project success, so it's only fitting that the Oracle Performance Management sub-module (operating under the Oracle Talent Management**

module) will help track how USF employees develop and enable ongoing feedback and continuous coaching, all in one place.

High Impact — Anytime, anywhere integrated employee feedback

Current: Employees provide feedback and capture it using Bing AI.

Future: In Oracle, employees can provide 360 performance review feedback anytime, from any device—feedback incorporated across Oracle Cloud HCM system modules.

High Impact — Standardized Performance Improvement Plans

Current: Performance Improvement Plans (PIP) are manually created in different ways across departments.

Future: In Oracle, this will be the same experience for all departments. While managers will be able to manually trigger a PIP Journey for ad-hoc reasons, a performance score of <2 will automatically trigger a PIP Journey and route to a manager for follow-up; Employee Relations will be notified and engaged throughout the process. Managers can access progress within the PIP Journey, which provides managers and employees with valuable, real-time insights into performance progression and alignment with organizational objectives.

The Performance Management sub-module will also provide the following advantages to USF and its employees:

- **Leverage generative AI** to create personalized action plans for employees (self-service)
- **Tailor and complete holistic performance reviews** more quickly with embedded generative AI
- **Set and track goals aligned with various levels of the organization** to support ongoing performance conversations.
- **Leverage check-ins and automatic reminders** to support continual one-on-one coaching.
- **Provide managers with a single, consolidated view** of the criteria needed to execute evaluations

Action items for leadership:

- **Click here** to watch a demo of the Oracle Talent Management module (including the Performance Management sub-module) and how it can help you manage every stage of the talent lifecycle, and employee performance, in one single point of access.

- Visit our **Project Team Training Guide page** for steps on creating an Oracle Learning Explorer account and to access training.

Frequently Asked Questions

What happens during E2E Testing?

During E2E Testing, Oracle and USF will execute test scripts they have created within the system, update testing status, and log defects in JIRA (the project management tool used on Project Drive). In daily meetings, defects will be reviewed, confirmed, and prioritized; testers will work with workstream business leads, Oracle, and USF test leads to resolve defects. USF will lead testing, and Oracle will provide support. Converted data will be used for all testing.

How does E2E Testing differ from earlier testing?

Whereas Process Playback 1 began by testing processes within system modules, E2E Testing finalizes how inter-module processes work together and how those modules integrate with each other. This testing series is a culmination of our collaborative efforts in leading earlier design sessions with best-practice business processes; we will now see how these business processes transact between modules in the new system. As the illustration below demonstrates, each stage of TCM+ relies on design iterations for continuous improvement.

What are the objectives of E2E Testing?

1. Continue to put our best practice approach into action

2. Encourage hyper-collaboration across workstreams and modules

3. Prepare/equip USF project teams to take the primary role during E2E Testing with Oracle's support

4. Ramp up knowledge in advance of Go-Live

You can find additional answers to questions about Project Drive, including system training and project timelines, [here](#).